

MEDICAL REFUND REQUEST

1. Case Name:	7. List other medicaid recipients included on the case: <u>Name</u> <u>ID Number</u> _____ _____ _____ _____ _____
2. Address (refund should be mailed to:)	
3. Phone:	
4. Case Number:	
5. SS Number	
6. ID Number (only if included in the medical card)	

SECTION A - CAUSE OF THE ERROR: (mark box)

- ☐ Spenddown was computed incorrectly.
☐ Correct Spenddown collected; medical services less than spenddown paid.
☐ Spenddown based on anticipated income which was not realized.
☐ PCN Enrollment Fee

SECTION B - REFUND IDENTIFYING INFORMATION

1. Reason for Refund: _____

2. Volume References _____
3. Is client in a Nursing Home? Yes ☐ No ☐ Nursing home name: _____
4. Present status of case: Open ☐ Closed ☐

SECTION C - ATTACHMENTS REQUIRED:

Spenddown

1. _____ Copy of payment record attached
2. _____ Copy of correct medical computation
3. _____ Written statement of refund request by client

PCN Enrollment Fee

1. _____ Copy of payment record attached
2. _____ Written refund request by client

SECTION D - MEDICAL REFUND CALCULATIONS

HEALTH DEPARTMENT ONLY

☐
Check box
if
continued
on back
side

REFUND MONTH/YEAR	ACTUAL SPENDDOWN PAID (A)	CORRECTED SPENDDOWN PAID (B)	REFUND AMOUNT (A-B)
TOTAL THIS PAGE			
TOTAL BACK PAGE			
TOTAL ALL PAGES			

SECTION E _____
Local Office Team

Worker's Signature Date

Supervisor's Signature Date

SECTION F REFUND DISPOSITION
____ No Refund ____ Refund of \$ ____

Signature of Health Department Official Date

MEDICAL REFUND REQUEST CALCULATIONS

SECTION D - (continued)

				HEALTH DEPARTMENT ONLY
REFUND MONTH/YEAR	ACTUAL SPENDDOWN PAID (A)	CORRECTED SPENDDOWN PAID (B)	REFUND AMOUNT (A-B)	
TOTAL THIS PAGE				